

DUE TO TECHNICAL DIFFICULTIES, A VIDEO RECORDING WAS NOT MADE OF THIS MEETING.

1 MINUTES OF THE LAKE MARY CITY COMMISSION WORK SESSION held August 8,
2 2013, 5:00 P.M., Lake Mary City Commission Chambers, 100 North Country Club Road,
3 Lake Mary, Florida.

4
5 The work session was called to order by Mayor David Mealor at 5:10 P.M.

6
7 Mayor David Mealor Jackie Sova, City Manager
8 Commissioner Gary Brender Carol Foster, City Clerk
9 Commissioner George Duryea Dianne Holloway, Finance Director
10 Commissioner Allan Plank John Omana, Community Dev. Dir.
11 Deputy Mayor Jo Ann Lucarelli Randy Petitt, Human Resources Mgr.
12 Bryan Nipe, Parks & Recreation Dir.
13 Bruce Paster, Public Works Director
14 Steve Bracknell, Police Chief
15 Colin Morgan, Deputy Police Chief
16 Craig Haun, Fire Chief
17 Mary Campbell, Deputy City Clerk

18
19 I. Item for Discussion

20
21 A. Fiscal Year 2014 Proposed Budget

22
23 Mayor Mealor commended the City Manager and her team for the incredible National
24 Night Out on Tuesday and WineART Wednesday. He received great feedback.

25
26 Ms. Sova said we will go through the budget fund by fund. Most of the General Fund is
27 very flat but there is a lot going on in Capital Projects. She said she was hoping they
28 could wrap this up tonight but if not they could have another work session on August
29 22nd. We have tentatively scheduled reThink and Lynx to give an update on the survey
30 and proposed routes on August 22nd.

31
32 Ms. Sova said we have proposed an ad valorem tax rate of 3.5895 which is a little lower
33 this year by .046, which is the rolled-back rate, and will result in an \$82,000 reduction in
34 revenues. It speaks well to the community about holding the line. The ad valorem
35 taxes should be made up in the growth

36
37 Commissioner Duryea said he had no problem with the rate but in looking at the five-
38 year plan we have it jumping up to 5-point something.

39
40 Ms. Sova explained that was an estimate and we don't know what the valuation is going
41 to be.

42
43 Ms. Sova said we expect ad valorem to be \$6,083,000. Electric is suffering
44 compression due to how the power companies have changed their rate.
45 Telecommunications Tax has stopped declining due to the audit the state did. Building
46 tax receipts should be the same. Building permits have picked up this year and will pick

DUE TO TECHNICAL DIFFICULTIES, A VIDEO RECORDING WAS NOT MADE OF THIS MEETING.

1 up next year. Court fines have come back a little. The Local Option Gas Tax is stable.
2 State revenue sharing will be up. The One-Half Cent Sales Tax has improved. We are
3 expecting more of the rescue transport fees to be coming in. The Events Center
4 revenues should be stable. The new Community Building will be open mid-year and the
5 summer camp fee will offset the summer camp cost. Historically we have broken even.
6

7 Commissioner Duryea asked if the rescue transport fees were what we are collecting
8 and not what we are billing.
9

10 Ms. Sova answered affirmatively. We will be talking about fees after the first of the
11 year. The County will be raising theirs as well as other cities.
12

13 Commissioner Brender asked the collection rate.
14

15 Chief Haun said the current year is about 60% and past years were about 70%.
16

17 Commissioner Duryea asked what happens to that 30%. Chief Haun said a lot gets
18 written off.
19

20 Ms. Sova said the Tennis Center revenues have changed reflective of a different style
21 of contract adopted this year so there is a corresponding drop in expenditures.
22

23 Commissioner Plank asked if there was discussion about the decline of Skate Park
24 participation.
25

26 Ms. Sova answered affirmatively. Participation is down due to other parks opening. We
27 are getting ready to hold an event to try and capture interest.
28

29 Mr. Nipe said they are planning a free day and will be advertising. There are some
30 good YouTube videos from local photographers and skateboarders. We are trying to
31 get the word out. Right now we are highlighting the skate park on our web page.
32

33 Ms. Sova said interest rates stayed at the bottom due to investing in the bond market.
34 The change in water and sewer increase is how we deal with IT. Part was being
35 charged to the Water & Sewer Fund and that is now charged to the General Fund. The
36 City Commission budget is like it has been for years.
37

38 Commissioner Duryea asked about an insurance increase.
39

40 Ms. Sova said for liability they told us to expect a 10% rate increase.
41

42 Ms. Sova said she was asking to include funding for an Economic Development and
43 Grants Administrator position. Everyone has a full plate and the economy and activities
44 are improving. If we could group that work together we could see the benefits of it. The
45 plan would be to evaluate this every year.
46

DUE TO TECHNICAL DIFFICULTIES, A VIDEO RECORDING WAS NOT MADE OF THIS MEETING.

1
2 Commissioner Duryea said when you hire somebody you can't say in a year you didn't
3 come across and you're gone. You can treat a contractor like that.

4
5 Ms. Sova said the problem is she couldn't make it a contract position and have control
6 over it. We have to hire it. To do grants someone has to be here and know the flow
7 and what we are looking at so they know what to research.

8
9 Commissioner Duryea said with grants and appropriations being cut back, we could be
10 hiring someone to fail because the money isn't there.

11
12 Commissioner Plank said even if it takes longer than a year (which he thought was
13 tight) if we have somebody showing a proactive approach rather than the County
14 committing us to another \$300,000 would be a major achievement and well worth the
15 money.

16
17 Commissioner Brender said he was interested to see how this person would fit into our
18 chain of command and is he going to be a grants administrator or economic developer.
19 He has mentioned this to commissioners from other cities and they are asking what
20 Lake Mary needs with an economic development guy.

21
22 Ms. Sova said we need a purposeful plan going forward. We have some important
23 parcels still out there we're waiting on the County to tell us what we can do with that.

24
25 Commissioner Plank said that was exactly his point. Lake Mary is the only city that has
26 zoned itself to accommodate this kind of growth. When the county cuts a deal Lake
27 Mary is the logical destination. Oviedo is going to try to duplicate it but it will take years.
28 Altamonte and Winter Springs tried but failed. As long as Governor Scott likes to add
29 people because that was a campaign promise there is going to be a continued push.

30
31 Ms. Sova said sometimes when these offers come from the County they select sites in
32 more than one city and the other cities have somebody doing this with the exception of
33 Altamonte. It is also for business retention to try to keep them here and let them know
34 what we can do for them and what we are doing.

35
36 There were no objections from the Board to fund this position.

37
38 Ms. Sova said Legal Services is the same. This year working on Downtown the
39 expenditures have been up but have dropped the last couple of months. Risk
40 Management is flat. There is a reduction in the Community Development Department
41 because we reallocated the Engineering Inspector duties and there is one less person.
42 After eight months of the position being empty it appeared we could leave the duties
43 shuffled as it were and get along.

44
45 Ms. Sova said in Contributions, there is the CRA payment we make annually. We did
46 put in \$5,000 for SIG Transportation Assistance to get our citizens to doctor

DUE TO TECHNICAL DIFFICULTIES, A VIDEO RECORDING WAS NOT MADE OF THIS MEETING.

1 appointments and things, \$25,000 for the Neighborhood Beautification Grant, and
2 economic incentives if they meet the criteria to Axium, Paylocity, and the first one to
3 Digital Risk. The museum will be run by the Historical Society and \$25,000 has been
4 allocated on a contractual basis to keep steady hours.

5
6 Commissioner Duryea asked what Professional Services and Contractual Services
7 entailed.

8
9 Ms. Sova said Professional Services mostly have to do with the professionals we are
10 hiring related to Downtown. Contractual Services is for pest control.

11
12 Commissioner Duryea said Memberships and Periodicals seemed high.

13
14 Ms. Sova said memberships are for the Florida League of Cities, Tri-County League of
15 Cities, the Chamber membership, \$1,500 for EDC, Sam's Club, newspapers, and
16 copies of statutes.

17
18 Commissioner Duryea said the Chamber hasn't done anything for us.

19
20 Ms. Sova said they have a new director who is high energy and has lots of plans.

21
22 Mayor Meador suggested inviting the new director to a City Commission meeting and
23 give an overview and answer that question. He asked the City Manager to schedule
24 that.

25
26 Ms. Sova said this year we paid \$1,200 for the minimal membership and did not buy the
27 \$5,000 one.

28
29 Ms. Sova said Finance changed because we brought IT into its own group. It shows the
30 budget declining but all the people are still here.

31
32 Commissioner Duryea asked if there was somebody who was going to be responsible
33 for the information system.

34
35 Ms. Sova said this is the budget for the two people we have. Lindsay is a dynamo and
36 has made a lot of improvements during this budget year and did a lot of work towards
37 disaster recovery. Mario is working on a computer replacement program/refresh
38 program. This is where we brought over some of the contractual services and service
39 contracts.

40
41 Ms. Sova said the Building Department budget is stable. We are getting a lot of
42 compliments about the department.

43
44 Ms. Sova said Police asked for an additional sergeant but the begging didn't work, but
45 we did include \$25,000 to pay for reserves. We are using them more and more for
46 events and coverage for others where we bill it. We've got somebody in both

DUE TO TECHNICAL DIFFICULTIES, A VIDEO RECORDING WAS NOT MADE OF THIS MEETING.

1 elementary schools and use these folks if someone is sick and we are short staffed.
2 They asked for \$52,000 but got \$25,000.
3
4 Commissioner Duryea said the police think they need another supervisor. He asked if
5 there were plans to move somebody into that position.
6
7 Ms. Sova said he wants somebody to focus on training. It is a distributed effort now.
8
9 Mayor Mealor said that was what we did with Fire last year and it had a good outcome.
10
11 Chief Bracknell said we currently have five sergeants—four shift and one traffic. Our
12 thought for the sixth was to run our training division and be in charge of community
13 relations. We believe we need more cops seen on the street. We did not want to take
14 from current staffing for that position and is something we can look into next year.
15
16 Ms. Sova said we have salary compression problems among our current sergeants and
17 we are going to address that. Somebody just promoted makes more than the guy who
18 has been here eight years. She said she would have that ready for October 1st.
19
20 Commissioner Brender said considering the success of the fire department he could
21 see this coming back next year.
22
23 Commissioner Plank said he thought it should.
24
25 Ms. Sova said we moved some of the maintenance contracts to IT. There is a drop in
26 equipment under \$1,000. They got equipped the last couple of years pretty well and
27 some is coming from the impact fee fund. Employee Development jumped considerably
28 due to cost of ammunition. Machinery/Equipment includes rifles, vests, radars, and
29 replacement radios. In Support Services they also asked for somebody but lost, but
30 there is \$3,500 for new chairs for the Com Center.
31
32 Commissioner Brender asked what was behind the request for the add-on in the com
33 center.
34
35 Chief Bracknell said the com center folks are stuck in the cave and if somebody wants
36 to step out for a rest room or lunch break it can be a problem. We utilize our part-timers
37 quite often and we feel with the call volume we will be able to solve that problem with
38 the part-timers.
39
40 Commissioner Plank asked if we were okay with the localized com center, and Ms.
41 Sova said we are fine.
42
43 Ms. Sova said in the Fire Department we added paramedic incentives for three of our
44 current people to be able to carry the rank of paramedic while they are at work. Two are
45 medics and one is going to school. Sometimes we get into the situation where the
46 medic goes to the hospital and the engine goes back to the station and we are out of

DUE TO TECHNICAL DIFFICULTIES, A VIDEO RECORDING WAS NOT MADE OF THIS MEETING.

1 service for a medical call because we don't have a medic on duty. We are part of a
2 larger system so that can throw things off all around us. Over 85% of our calls are
3 medical calls. She thought this \$24,000 is well worth it so we can have the medic when
4 we need a medic and participate fully in the first response system.

5
6 Ms. Sova said Public Works Administration is Bruce Paster and his staff assistant. In
7 Streets/Sidewalks the contractual services went up. We have planned a traffic
8 signalization study to synchronize lights better on Rinehart Road. Metroplan pays for
9 signal studies every year and we will ask if we can get this thrown in so we don't have to
10 pay for it ourselves. There is \$15,000 for pavement markings. In General Operating
11 Supplies we need some sign materials. We buy and stockpile it. Road materials is for
12 keeping up with the potholes.

13
14 Ms. Sova said in Parks & Recreation we added a Lead Recreation Assistant to
15 supervise and train part-time Recreation Assistants and provide additional coverage at
16 the new Community Center. We have also included six camp counselors for the
17 summer camp program. The expenses will be offset by the fees for summer camp.

18
19 Commissioner Duryea asked how much they would charge for summer camp.

20
21 Mr. Nipe said we are looking at \$120 - \$130 per week to break even.

22
23 Ms. Sova said once we are ramped up we can look at holding the camp for school
24 holiday vacation breaks. Sign up for summer camp begins May 1, 2014.

25
26 Ms. Sova in Capital Outlay in Parks & Rec they have asked for a replacement sod
27 cutter, storage shed and an aerator.

28
29 Ms. Sova said Facilities Maintenance has the same crew and is the same budget
30 coming forward. It has been a real boon having our own facilities people.

31
32 **SIDE 1B**

33
34 Ms. Sova said the Events Center revenues continue to come in. The \$2,500 in capital is
35 in case we lose a major appliance in the kitchen. Refrigerators are important to the
36 caterers.

37
38 Commissioner Duryea said we did change the rug.

39
40 Ms. Sova answered affirmatively. We did the carpeting this year, vinyl plank wood-look
41 flooring in the rotunda and pre-function area, and the ballroom carpeting. It looks very
42 good now.

43
44 Ms. Sova said we have the budget for the new Community Center. We scaled it back
45 for only the months we are going to be open. Capital outlay is for kitchen appliances we
46 will need to get started.

DUE TO TECHNICAL DIFFICULTIES, A VIDEO RECORDING WAS NOT MADE OF THIS MEETING.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45

Ms. Sova said the Senior Center is going forward and we are keeping up the programs.

Commissioner Plank said last year in the budget session somebody brought up the imbalance between residents and non-residents and somebody was going to see if we needed to change the fee structure. He asked if anybody had done that.

Mr. Nipe said without shaking things up too much his first direction to the new Senior Center Manager was to look at the fees. We did bring this to the Elder Affairs Commission for them to look at as well. There will be a fee structure in place but we want to look at the way we do business with our contracted programmers. Right now they are working off donations. The ratio is still 60/40.

Ms. Sova said the Tennis Center is reduced because of the contractual arrangement. Memberships are as high as they have been.

Ms. Sova said in Special Revenue Fund is where we are going to buy equipment and do upgrades. Police Second Dollar is training money that comes from traffic tickets. The Sheriff's Office is flipping technologies onto the cities that they have been handling the costs themselves. We have \$15,000 for advanced authentication server software to meet state and federal requirements. The fiber optic cable needs to be run between the Events Center and Parks Maintenance Facility and this will allow the Police Department to monitor with cameras. The radio flashing is the new frequency requirement that we have. We have to change all our radios and they want to finish it this month so we will have to budget it in the current year. She asked Deputy Chief Morgan to explain.

Deputy Chief Morgan said the flashing will take us from analog to digital. Everyone in Seminole County will be going to it.

Commissioner Plank said that will increase the system capacity dramatically.

Deputy Chief Morgan said it will be done one way or the other but is just the timing right now.

Ms. Sova said the Police Department has asked for uniform-mounted cameras. We all know the success we have had by putting cameras in all the cars. This is for additional protection for the officers.

Ms. Sova said in the Fire Department Impact Fee Fund, there is \$57,000 for power load systems. They are power load lifts that protect patients from being dropped or overturned while loading into a unit. Also a public education equipment trailer.

Ms. Sova said Public Works has asked for a vibratory asphalt roller for asphalt road patches.

DUE TO TECHNICAL DIFFICULTIES, A VIDEO RECORDING WAS NOT MADE OF THIS MEETING.

1 Ms. Sova said in Parks Impact Fees, we brought forward a budget for scheduling
2 software and the beginning phases of Heritage Park. In the Cemetery Fund, no plots
3 have been sold this year.

4
5 Ms. Sova said the Debt Service Fund is for our two bond issues.
6

7 Ms. Sova said in Capital Projects is the continuation of the Downtown stair step parks
8 monies that are carry forward monies. SunRail Enhancement Fund is the City's share
9 for the proposed station. We are asking for the sidewalk behind the police station but
10 we don't know if it will get approved. We have budgeted a sidewalk on the north side of
11 East Crystal Lake and then behind the police station and behind the reshaped pond to
12 come down Lakeview to get people to SunRail.
13

14 Commissioner Plank said the sidewalk on the north side makes sense. He asked why
15 we are putting sidewalk behind the police station instead of in front in anticipation of
16 businesses being located on Crystal Lake. This is going to shift people to the back so
17 as we develop commercially they are going to miss all of those unless they put signs out
18 back.
19

20 Ms. Sova said both sidewalks would be available and connected between the buildings
21 so wasn't necessarily shifting to the back but giving them another way.
22

23 Mr. Omana said it ties into the issue of connectivity and this ties into the at-grade
24 platform on the southern side. It provides an opportunity as people get off to hop on
25 that sidewalk and provide connectivity to Lakeview and this sector of Downtown. That
26 was a priority identified through prior workshops and direction of the Commission. We
27 will have a sidewalk on the south side of East Crystal. From a connectivity standpoint,
28 the fact that it is tied into the platform is a key factor.
29

30 Commissioner Plank said he was concerned those people might be missing a lot of
31 shop opportunities as it develops along Crystal Lake. From a shop owner's standpoint if
32 the sidewalk goes behind they would wonder how people would know they are there
33 unless they put up a sign.
34

35 Mr. Omana said we also have the opportunity for a way finding signage program. We
36 are on board for having a kiosk located within that building which will be an information
37 booth to help direct people that there are also things on the north side.
38

39 Commissioner Brender said he didn't recall that many lots on Crystal Lake once the
40 apartments go in.
41

42 Mr. Omana said there would be the pest control, stair step parks, what we own,
43 Commissioner Duryea's office, and the ice cream place.
44

45 Ms. Sova said we have roundabouts at Country Club and Wilbur.
46

DUE TO TECHNICAL DIFFICULTIES, A VIDEO RECORDING WAS NOT MADE OF THIS MEETING.

1 Commissioner Duryea said he hoped that works because people come flying through
2 there. With the amount of traffic coming down Crystal wanting to get into one place or
3 another he hoped it didn't become more congested rather than a reliever.

4
5 Ms. Sova said it is traffic calming too.

6
7 Ms. Sova said the next item is the East Downtown Decorative Pavement at East Crystal
8 Lake and Old Lake Mary Road. A traffic circle wouldn't fit so the plan is decorative
9 pavement to make a distinction in the roadway and give a plaza feel.

10
11 Ms. Sova said there is the roundabout at North Palmetto and Greenleaf Lane. This is a
12 plan that probably won't be rounded with a hard curve but with a pavement scenario to
13 slow things down on Palmetto which is the objective there.

14
15 Ms. Sova said we will be burying the power lines on North Palmetto Street where the
16 vegetation came down, and a Downtown Entry Feature at North Palmetto and Lake
17 Mary Boulevard that hopefully will be reimbursed by enhancement funds. We have our
18 annual computer replacement/refresh program and network upgrades to keep
19 equipment as current as we can and this will be in a replacement cycle. It is the same
20 situation with the police department with their laptops, radios, and in-car camera
21 replacements.

22
23 Ms. Sova said in the Fire Department there are monies for a grant match in case we get
24 a grant and the city would have to pay its share. They are looking at defibrillator
25 replacements. We all know how important that is and it has to stay current. The mobile
26 data terminal is equipment in the engines. It takes a heavy duty computer because of
27 the vibration of the equipment. The thermal imaging camera is for fires and is a
28 replacement as well as the extrication equipment. If we could get a DHS grant then that
29 would be our share.

30
31 Ms. Sova said the next big piece is the construction of the new Community Center. We
32 got first pass today and it was \$326,700. We haven't worked with it as it just came in
33 this afternoon.

34
35 Ms. Sova said the Events Center needs new projectors. They are starting to fade and
36 we are starting to hear from clients. We can't charge for equipment and not have the
37 right stuff. These units work on the number of hours they are on and the lenses and
38 bulbs only last so many hours.

39
40 Ms. Sova said there are laser leveling at the tennis center. We have done some of
41 these because the need hit us and had to replace some units. We will only replace
42 what is needed.

43
44 Mayor Mealor asked the total amount from Community Center Trust Fund.

45
46

DUE TO TECHNICAL DIFFICULTIES, A VIDEO RECORDING WAS NOT MADE OF THIS MEETING.

1 Commissioner Plank said \$183,000 plus the \$20,000 the Trailblazers had so around
2 \$200,000. At this point they have reestablished the trustees and are getting ready to
3 make a test transfer to see if there's any problem they haven't identified.
4

5 Ms. Sova said there is the replacement of a drain field at Liberty Park. It has been there
6 19 years. In Streets & Sidewalks, the \$20,000 is for parking lot rehab at City facilities,
7 the Rinehart Trail Rehab is \$160,000 and we got a grant for \$75,000. This amount
8 includes signage and striping. Sidewalk and curb replacement is an annual program.
9 In street lighting additions, the \$23,600 is carry forward money. The Downtown right-of-
10 way upgrades is everything except utility work. The parking on East Wilbur is near the
11 Community Center to have increased parking. There is a parking lot beside the
12 basketball court. The basketball courts have been very busy and parking is helter-
13 skelter and we've recombined the lots and will be pulling up the posts and striping that
14 lot to get cars off the street. For the Emma Oaks Trail sidewalk, we have found out
15 today that Duke Energy is okay with putting the sidewalk on the south side of the street.
16 This is a direct reimbursement from the County. We will bring that forward at the next
17 Commission meeting.
18

19 Commissioner Duryea referred to the funding source spreadsheet on Page 164. Under
20 Police we have laptops and portable radios and he asked why they couldn't use impact
21 fees for those.
22

23 Ms. Sova said because they are replacements. Impact fees have to be related to
24 growth. We can't maintain or replace with that fund. Impact fees should be spent within
25 six years of accepting that money. She and Dianne (Holloway) have done as much as
26 they could out of impact fees and looked long and hard for ways to move things over
27 there.
28

29 Commissioner Brender asked where the money was for land acquisition.
30

31 Ms. Sova said she didn't put anything in because there was nothing on the radar
32 screen. It didn't seem prudent to tie up budget funds for something that may not
33 happen.
34

35 Commissioner Brender said as the Downtown changes there are going to be pressures
36 on people to sell. We have General Fund reserves we could use but wondered if it was
37 worth having an actual fund set aside.
38

39 Commissioner Duryea said public relation-wise that wouldn't be good. He was taking a
40 lot of grief because we flipped the Walter's property for the apartments and that we are
41 not supposed to be in the business of real estate. If we recognized a certain parcel for
42 a specific purpose then he had no problem with that. We can't speculate.
43

44 Ms. Sova said in the Water & Sewer Fund water sales are soft due to the rainy season.
45 All the other revenues are holding strong.
46

DUE TO TECHNICAL DIFFICULTIES, A VIDEO RECORDING WAS NOT MADE OF THIS MEETING.

1 Commissioner Duryea asked about the \$72,000 for enzymes for the water treatment
2 plant.

3
4 Mr. Paster said the little plastic balls were falling apart and the efficiency of the tower is
5 less. There is a lot of labor involved. It is \$75,000 to remove the existing balls for one
6 tower. Siemens has been paying us for ten years. The contract with Siemens is up in
7 2015. The agreement says at that time we will see if we still need it then we will
8 renegotiate the agreement.

9
10 Ms. Sova said we are getting ready for that renegotiation.

11
12 Commissioner Duryea asked if we were using any water from Well No. 5.

13
14 Mr. Paster said we use it every day. We use it because when we use it we notice the
15 concentrations go down.

16
17 Ms. Sova said we will be bidding the elevated storage tank shortly. We have some
18 upgrades for the water treatment plant.

19
20 Mr. Paster said the storage tank would be repainted inside and out and the mural would
21 be repainted.

22
23 Ms. Sova said in this budget we are working on replacing our SCADA system which is
24 an old system. Everybody pays a good rate for sewer and we can't risk failure. We are
25 probably going from the old Motorola radios to a cellular-based system. We have the
26 RFP out. There is \$160,000 related to the Downtown utility upgrades.

27
28 Ms. Sova said stormwater revenues are under stress and we relieved that by utilizing
29 some of our gas tax money and not drawing money out for paving. Those monies are
30 pretty much used up. We need to get back to doing our cold mix out of the Stormwater
31 Utility Fund. Last year we adopted \$1.00 for one year only. We need to look at the five-
32 year plan as much as the current year because we have to have the money to spend
33 the money. In 2015 we will be in the red. If we want to use this fund for cold mix paving
34 then we have got to deal with the rate. She would not recommend losing that \$1.00.
35 We will come back in September with the ordinance to continue that if that is what the
36 Commission wants to do. If we do nothing else then we can't get to the stair step parks.

37
38 Commissioner Plank said the intent was not to consider the increase. The concern was
39 that we were jumping \$1.00 a year for three years out. He didn't see any problem with it
40 coming back.

41
42 Mayor Mealor asked the net gain of the \$1.00.

43
44 Ms. Sova said \$90,000 a year.

45
46 Commissioner Duryea said that doesn't include any new Verizon-like buildings.

DUE TO TECHNICAL DIFFICULTIES, A VIDEO RECORDING WAS NOT MADE OF THIS MEETING.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44

Ms. Sova answered negatively. Each one doesn't gain us all that much.

Commissioner Brender said if the result of \$1.00 is \$90,000, when we look at 2017 we are talking about adding \$10.00 over the next ten years.

Ms. Holloway said that is if we decide to develop the stair step parks as projected.

Mayor Mealor said there are options from other funding sources we may need to look at.

Ms. Holloway said our projections are showing to be \$500-600,000 a year including cold mix. On the stormwater fee, at the end of 2014 after extending \$1.00, which is \$4.00, we will have a substantial fund balance. The problem is in 2015 staying at \$4.00 we are going to be in a negative position if we continue our capital program as projected. One of the benchmarks is 25% fund balance reserve. That is just operating expenses. If we look at our reserve requirement at the end of 2015, we are not going to make that just by keeping it at \$4.00. Even if we make it \$5.00 in 2015 we still are not at our reserve level.

Ms. Sova said one of the funding mechanisms for the Stair Step parks is we have turned over our wish list to Seminole County if the transportation tax were to be voted into place in another year. At the top of the list is checking out the capacity of Rinehart Road and this project.

Commissioner Brender said if we do the Stair Step parks from County money or other funding then in turn the pressure on the Stormwater Fund goes down.

Mayor Mealor said based on the consistent nature of how we have operated, the City Manager and her team needs to come back with some alternatives other than the stormwater fee. If that means reevaluating the 25% fund balance then so be it. The idea that we are going to bump this to \$4.00 and \$5.00 and even then it's still not going to get it then that escalating cost is not acceptable in his opinion. It was not fair to the citizens, particularly with the fund balance that we are carrying. Address this on the front end so we see that rolling into policy decisions in 2015.

Ms. Sova said it hinges on the transportation tax and what we do about the Stair Step parks.

Commissioner Plank said that is driven by the infrastructure that has to be in place to encourage development. He agreed with the Mayor.

There being no further business, the work session adjourned at 6:35 P.M.

DUE TO TECHNICAL DIFFICULTIES, A VIDEO RECORDING WAS NOT MADE OF THIS MEETING.

1 MINUTES OF THE LAKE MARY CITY COMMISSION MEETING held August 8, 2013,
2 7:00 P.M., Lake Mary City Commission Chambers, 100 North Country Club Road, Lake
3 Mary, Florida.

4
5

6 I. Call to Order

7

8 The meeting was called to order by Mayor David Mealor at 7:10 P.M.

9

10 II. Moment of Silence

11

12 III. Pledge of Allegiance

13

14 IV. Roll Call

15

16 Mayor David Mealor
17 Commissioner Gary Brender
18 Commissioner George Duryea
19 Commissioner Allan Plank
20 Deputy Mayor Jo Ann Lucarelli

Jackie Sova, City Manager
Carol Foster, City Clerk
Dianne Holloway, Finance Director
John Omana, Community Dev. Dir.
Gary Schindler, City Planner
Bruce Paster, Public Works Dir.
Dave Dovan, Asst. Public Works Dir.
Randy Pettit, Human Resources Mgr.
Bryan Nipe, Parks & Recreation Dir.
Steve Bracknell, Police Chief
Craig Haun, Fire Chief
Katie Reischmann, City Attorney
Mary Campbell, Deputy City Clerk

21

22

23

24

25

26

27

28

29

30 V. Approval of Minutes: July 18, 2013

31

32 **Motion was made by Commissioner Plank to approve the minutes of the July 18,**
33 **2013, meeting, seconded by Deputy Mayor Lucarelli and motion carried**
34 **unanimously.**

35

36 VI. Special Presentations

37

38 There were no special presentations at this time.

39

40 VII. Unfinished Business

41

42 Mayor Mealor announced there was a request from staff to withdraw Ordinance No.
43 1490. There were no objections from the Board.

44

45 A. Ordinance No. 1489 – Amending Section 157.23, Arbor Pruning – Second
46 Reading (Public Hearing) (Gary Schindler, City Planner)

DUE TO TECHNICAL DIFFICULTIES, A VIDEO RECORDING WAS NOT MADE OF THIS MEETING.

1 The City Attorney read Ordinance No. 1890 by title only on second reading.

2

3 Mr. Schindler state staff had nothing new to add.

4

5 Mayor Mealor asked if anyone wanted to speak in reference to Ordinance No. 1489. No
6 one came forward and the public hearing was closed.

7

8 **Motion was made by Commissioner Brender to approve Ordinance No. 1489 on**
9 **second reading, seconded by Deputy Mayor Lucarelli and motion carried by roll-**
10 **call vote: Commissioner Brender, Yes; Commissioner Duryea, Yes;**
11 **Commissioner Plank, Yes; Deputy Mayor Lucarelli, Yes; Mayor Mealor, Yes.**

12

13 B. Ordinance No. 1490 – Amending Section 163.03 of the Code of Ordinances,
14 establishing a fee for arbor appeals – First Reading (Public Hearing) (Gary
15 Schindler, City Planner) (postponed 7/18/13) (**Request by staff to withdraw**)

16

17 Ordinance No. 1490 was withdrawn earlier in the meeting. See Page 13, Line 42.

18

19 VIII. New Business

20

21 A. Ordinance No. 1491 – Amending Police Officers’ Retirement System – First
22 Reading (Public Hearing) (Dianne Holloway, Finance Director)

23

24 The City Attorney read Ordinance No. 1491 by title only on first reading.

25

26 Ms. Sova said the amendments are to comply with the Internal Revenue Service Code
27 relating to tax qualified pension plans and to delete the words “administered by national
28 or state bank” as recommend by the pension board advisor.

29

30 Mayor Mealor asked if anyone wanted to speak in reference to Ordinance No. 1491. No
31 one came forward and the public hearing was closed.

32

33 **Motion was made by Commissioner Duryea to approve Ordinance No. 1491 on**
34 **first reading, seconded by Commissioner Plank and motion carried by roll-call**
35 **vote: Commissioner Duryea, Yes; Commissioner Plank, Yes; Deputy Mayor**
36 **Lucarelli, Yes; Commissioner Brender, Yes; Mayor Mealor, Yes.**

37

38 B. Ordinance No. 1492 – Amending Firefighters’ Retirement System – First
39 Reading (Public Hearing) (Dianne Holloway, Finance Director)

40

41 The City Attorney read Ordinance No. 1492 by title only on first reading.

42

43 Ms. Sova said the amendments are to comply with the Internal Revenue Service Code
44 relating to tax qualified pension plans and to delete the words “administered by national
45 or state bank” as recommend by the pension board advisor.

DUE TO TECHNICAL DIFFICULTIES, A VIDEO RECORDING WAS NOT MADE OF THIS MEETING.

1 Mayor Mealor asked if anyone wanted to speak in reference to Ordinance No. 1492. No
2 one came forward and the public hearing was closed.

3
4 **Motion was made by Commissioner Brender to approve Ordinance No. 1492 on**
5 **first reading, seconded by Deputy Mayor Lucarelli and motion carried by roll-call**
6 **vote: Commissioner Plank, Yes; Deputy Mayor Lucarelli, Yes; Commissioner**
7 **Brender, Yes; Commissioner Duryea, Yes; Mayor Mealor, Yes.**

8
9 C. Ordinance No. 1493 – Amending Chapter 150, Appendix C, Stormwater
10 Management, providing for clarification of stormwater management fee billing
11 methodology – First Reading (Public Hearing) (Bruce Paster, Public Works
12 Director)

13
14 The City Attorney read Ordinance No. 1493 by title only on first reading.

15
16 Ms. Sova said this is to clarify some billing methodology we have in place. The
17 language has not been changed since 1993. In 1993 we didn't have apartments but
18 now have apartments and have adopted a methodology. It changes the designation
19 "his" to "his/her". It removes the definition of Multiple Dwelling Units. It classifies
20 apartments as non-residential due to the commercial nature of the property and that's
21 how the billing procedure is in place. It addresses common areas in complexes where
22 there are individually-owned and common-owned areas. This is to clarify how we
23 currently bill.

24
25 Mayor Mealor asked if anyone wanted to speak in reference to Ordinance No. 1493. No
26 one came forward and the public hearing was closed.

27
28 **Motion was made by Commissioner Duryea to approve Ordinance No. 1493 on**
29 **first reading, seconded by Commissioner Plank and motion carried by roll-call**
30 **vote: Deputy Mayor Lucarelli, Yes; Commissioner Brender, Yes; Commissioner**
31 **Duryea, Yes; Commissioner Plank, Yes; Mayor Mealor, Yes.**

32
33 D. Resolution No. 922 – Annual Local Improvement and Essential Service
34 Assessment for Lake Mary Woods Wastewater Improvements (Jackie Sova,
35 City Manager)

36
37 The City Attorney read Resolution No. 922 by title only.

38
39 Ms. Sova said Ordinance No. 1166 relating to special assessments for Lake Mary
40 Woods requires us to adopt each year an essential service resolution so the \$574.43
41 can be put on their tax bills. This is the ninth out of ten years.

42
43 **Motion was made by Deputy Mayor Lucarelli to approve Resolution No. 922,**
44 **seconded by Commissioner Brender and motion carried by roll-call vote:**
45 **Commissioner Brender, Yes; Commissioner Duryea, Yes; Commissioner Plank,**
46 **Yes; Deputy Mayor Lucarelli, Yes; Mayor Mealor, Yes.**

DUE TO TECHNICAL DIFFICULTIES, A VIDEO RECORDING WAS NOT MADE OF THIS MEETING.

1
2 X. Citizen Participation

3
4 No one came forward at this time and citizen participation was closed.

5
6 XI. Reports

7
8 A. City Manager

9
10 1. 2013 Cold Mix Paving Project

11
12 Ms. Sova said this is the 2013 cold mix paving project. This went through the bid
13 process. It will include the milling, mix overlay, and fog seal for Crystal Drive, West
14 Grandbend Avenue, West Alma Avenue and a portion of Shealey Road. We will also
15 be overlaying some streets to control the unraveling and these include Wood Street,
16 Van Buren Avenue, a portion of Seminole Avenue, Seventh Street, Eighth Street,
17 Fourth Street, Lake Mary Avenue, East Alma Avenue and a portion of First and Second
18 Streets. The overlay will be placed at a thickness of three to four inches, compacted
19 and then fog sealed.

20
21 Ms. Sova said there will be additional roads fog sealed to prevent unraveling and
22 include East Grandbend Avenue, East Lake Mary Avenue, a portion of First and Second
23 Streets, Greenleaf Lane, North Lake Street, Hollis Street, and North High Street. All
24 streets will be swept, a uniform coat of emulsion sprayed, and then sanded.

25
26 Ms. Sova said we received two bids and there was considerable difference between the
27 two. We received a bid from North Florida Emulsions, Inc. in the amount of
28 \$299,320.50 which is about 2% less than what we paid last year by combining two
29 years worth of paving. While that worked well for traditional paving we can probably
30 continue with the cold mix every year.

31
32 Ms. Sova asked the Commission to authorize her to enter into an agreement with North
33 Florida Emulsions, Inc. in an amount not to exceed \$299,320.50.

34
35 **Motion was made by Commissioner Brender to authorize the City Manager to**
36 **enter into an agreement with North Florida Emulsions, Inc. for the work outlined**
37 **in the staff report in an amount not to exceed \$299,320.50, seconded by Deputy**
38 **Mayor Lucarelli and motion carried unanimously.**

39
40 2. Public Safety Training Agreement

41
42 Ms. Sova said this is the Public Safety Training Agreement. The Orlando Housing
43 Authority and City of Sanford have access to the Redding Garden Apartments for use
44 for firefighter training. It will not be a live burn but will include ventilation, hose drills,
45 forcible entry, etc. We need an agreement to do that.

DUE TO TECHNICAL DIFFICULTIES, A VIDEO RECORDING WAS NOT MADE OF THIS MEETING.

1 **Motion was made by Commissioner Duryea to authorize the City Manager to**
2 **execute license agreement with the Orlando Housing Authority for public safety**
3 **related training, seconded by Commissioner Plank and motion carried**
4 **unanimously.**

5
6 Ms. Sova requested the Commission schedule a work session for August 22nd at 5:00
7 P.M. to hear survey results from reThink and to hear from Lynx on their planned route
8 changes in conjunction with the arrival of SunRail.

9
10 There were no objections from the Board.

11
12 Ms. Sova announced Nathan Bodie, Grounds Maintenance Crew Leader in the Parks
13 Department, was selection city employee of the second quarter.

14
15 Ms. Sova said qualifying for Commission Seats 2 and 4 begins at noon on August 26th
16 and ends at noon on August 30th. You must be a registered voter of Lake Mary and
17 have resided in Lake Mary for one consecutive year prior to qualifying.

18
19 B. Mayor

20
21 Mayor Mealor had no report at this time.

22
23 C. Commissioners

24
25 Deputy Mayor Lucarelli said we had our first official merge board meeting. Seminole
26 Behavioral Center merged with Lakeside Behavior Center. We listened to a
27 presentation from Gray, Robinson who are the attorneys that handled the merger. We
28 will have our first meeting as Aspire Health Department in a few weeks.

29
30 Deputy Mayor Lucarelli said she attended an open house at the Victim's Services
31 Center in Orlando who is trying to expand into Seminole County. They have applied for
32 a grant. They are doing a wonderful job and are growing their services.

33
34 Deputy Mayor Lucarelli said she attended Tri-County meetings and they had roundtable
35 discussions. We will develop a campaign on Home Rule. Tri-County and the League of
36 Cities will help promote that with our legislators.

37
38 Commissioner Brender said he attended the National Night Out and WineART
39 Wednesday and were both well attended considering the heat and threat of rain. He
40 thought as we get into Fall those would be very well attended.

41
42 Commissioner Brender said the Children's Cabinet is having their fifth annual meeting
43 on October 9th at 8:30 A.M. It is a good place to get a summary of everything that is
44 going on in Seminole County as far as what we are doing with children and families in
45 crisis.

DUE TO TECHNICAL DIFFICULTIES, A VIDEO RECORDING WAS NOT MADE OF THIS MEETING.

1 Commissioner Duryea had no report at this time.

2

3 Commissioner Plank had no report at this time.

4

5 D. City Attorney

6

7 Ms. Reischmann had no report at this time.

8

9 XII. Adjournment

10

11 There being no further business, the meeting adjourned at 7:30 P.M.

12

13

14

15

16 _____
David J. Mealor, Mayor

_____ Mary Campbell, Deputy City Clerk

17

18

19

20 ATTEST:

21

22

23

24

25 _____
Carol A. Foster, City Clerk